



**TOWN OF EAST FISHKILL
BUILDING AND ZONING DEPARTMENT**

330 Route 376, Hopewell Junction, NY 12533
(845) 221-2427 Fax (845) 227-4018
<http://www.eastfishkillny.org>

DECK / PORCH APPLICATION REQUIREMENTS *

ALONG WITH THE COMPLETED APPLICATION, PLEASE PROVIDE THE FOLLOWING ITEMS:

- ☐ 2 SETS OF PLANS, WITH DIMENSIONS, SHOWING ELEVATION VIEW, PLAN VIEW, MATERIALS AND INDICATING SQUARE FOOTAGE/SIZE.
- ☐ A COPY OF SURVEY SHOWING PROPOSED LOCATION OF DECK/PORCH WITH SETBACKS (FRONT, SIDES AND REAR) NOTED.
- ☐ INSURANCE FORMS FROM CONTRACTOR OR "SELF" (See insurance info in permit application. Forms must be submitted with application. No faxing/emailing.)
- ☐ IF APPLICANT IS NOT THE HOME OWNER/PROPERTY OWNER, AN ORIGINAL, SIGNED, NOTARIZED LETTER FROM THE OWNER WILL BE REQUIRED GRANTING PERMISSION TO APPLY FOR PERMIT. (Applicant may obtain signature on application from owner, thus notarized letter not required.)
- ☐ FEE: PLEASE SEE FEE SHEET ATTACHED TO BUILDING PERMIT
CASH OR CHECK MADE OUT TO: TOWN OF EAST FISHKILL
Note: Construction without a permit is double the fee

*(ALSO APPLIES TO: GAZEBOS/PERGOLAS)

- 42" footing depth requirement is based upon stable soil. Unstable fill or expansive soils may require engineer's soil analysis.
- An electrical inspection (if applicable) is required from a New York State Certified Electrical inspector registered with the Town of East Fishkill. A complete list of inspectors can be found in the application package.



**TOWN OF EAST FISHKILL
BUILDING AND ZONING DEPARTMENT**

330 Route 376, Hopewell Junction, NY 12533
(845) 221-2427 Fax (845) 227-4018
<http://www.eastfishkillny.org>

DECKS & PORCHES INSPECTION SCHEDULE

Name _____ Permit No. _____

Address _____

You are required to schedule all inspections as indicated below with the Building Department during regular working hours and with a minimum of 48 hours notice.

☐ Footings –

☐ 42" below grade or pinned to rock.

☐ Sonotubes in place.

☐ Framing –

☐ Ledger board properly secured to house.

☐ Posts sit on approved connectors.

☐ All girders, joists and hangers in place and properly secured.

☐ Railing and stairs complete.

☐ Covered Porches –

☐ Girders and headers properly supported.

☐ Rafters tied into house as shown on Approved Plans.

☐ All framing is complete and as shown on Approved Plans.

☐ Shingles and gutters on.

******APPROVED COPY OF BUILDING PLANS MUST BE ON-SITE WHEN WE MAKE AN INSPECTION ******